

## MEETING MINUTES

**Present:** Margaret Anderson, Rodger Blum, Anna Botta, Eric Brewer, Robert Davis, Chris Gole, Sam Intrator, Eric Loehr, Herb Nickles, and Roisin O'Sullivan

**Absent:** Charles Staelin

### Minutes of October 18, 2004

The minutes of the October 18, 2004 meeting were approved as written.

Roisin noted that the last item on today's agenda no longer needed to be discussed because Charles Staelin had agreed to pay for an ad hoc consultant statistics instructor for this year.

### Review of fall 2004 CET initiative proposals

- 1) Robert Burger's request for \$1,150.00 for a MAPublisher floating license was approved with the condition that the Geology department would fund recurring costs.
- 2) Donald Siegel & James Johnson's request for 4 seats of Dartfish, a biomechanics analysis system, was put on hold while Robert Davis and Eric Brewer gather more information on the request, in particular about the statement "no special Hardware" needed and the concern that Margie expressed about this being very similar to an initiative that was approved two years ago.
- 3) Nicholas Horton's request for Fathom dynamic statistics software upgrade and expansion was approved for \$1,200.00. The request for \$125.00 for resource books was removed from the proposal and will have to be funded elsewhere.
- 4) Lucretia Knapp & Baba Hillman's request for video production equipment requires more information before a decision can be made. Robert will determine the cost of 2 Sony DSR II, and he will explain to

Committee on Educational Technology  
11:00-12:00 noon, Monday, November 15, 2004

Lucretia that video tapes will not be funded and that equipment will be the property of Smith Colleges and Media services.

- 5) Susannah Howe's request for expansion of on-campus WiFi coverage was considered to be a great idea but there is no funding available in ITS at this time. CET will send her a letter to that effect.
- 6) Andy Rotman's request for equipment to record and post lectures and conferences online was met with several questions from the committee. There isn't enough personnel in Media Services to provide classroom support and ITS couldn't support the online function but the committee felt that it might make a good pilot study for Religion and limit use to Blackboard. Robert will discuss these concerns with Andy and also ask him if he had looked into the possibility of using an IPOD rather than the 5GB recorder in the proposal. This proposal was tabled until the questions could be addressed.
- 7) Rodger Blum's request for equipment upgrades and software was conditionally approved. Robert Davis spoke with him about the cost of the equipment and Rodger agreed to find \$2,000.00 from other sources bring the request total to \$15,566.89.
- 8) Lynne Yamamoto's request for \$4,198.00 for 2 Epson 4000 printers and Ethernet printservers was approved. The committee agreed that this should be the final request from Art for printers and that the college must find the means to support this equipment.
- 9) John Brady's request for \$2,080.00 for an Optiplex GX280 SMT and 20" flat panel display were approved.
- 10) Barbara Lattanzi and Jeff Heath's request for \$5,045.00 for a JVC Network MPEG-4 appliance was tabled until the next meeting as this meeting has already run over the hour.

There being no further time for discussion, the meeting adjourned at 12:15 PM. The next meeting of CET will be December 20<sup>th</sup> at 11:00AM in Stoddard Hall G4 unless otherwise notified.

Respectfully submitted,

Constance McGinn, recorder